

Instructions for Form UNRR-5

**APPLICATION FOR RENEWAL OF NAME REGISTRATION**

STATUTORY FEE: **\$50**

The MANDATORY fields are:

**Name**

List the registered name being renewed, including the appropriate designator. For example, LLC, INC., etc. (must be a current, filed/active, reserved name).

**Applicant Name**

List the name of the person for whom the business name is currently registered. This must be the person listed as the applicant or transferee on the current, filed/active, name registration.

\*\*\*The renewed registration will be effective for the balance of the calendar year of the effective (filing) date **and** for the next calendar year. The registration **may be renewed in subsequent calendar years, between the first day of October and the thirty-first day of December.**

**EXECUTION (DATE/SIGNATURE)**

Have the appropriate party sign and date the application:

Corporations -- chairman, president or vice-president

Limited Partnerships -- a general partner

Limited Liability Companies -- an authorized representative

**NOTES:**

If any of the following facts have changed since the submission of the original application, please note the updated information on a sheet attached to the application: business name, main business address; jurisdiction; or business purpose.

All corporations submitting renewal applications must attach a certificate of good standing from the home jurisdiction dated **NOT** earlier than 30 days prior to filing with New Jersey.

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These documents should be filed in duplicate. Non-profit should file in triplicate.  
Make checks payable to: TREASURER, STATE OF NEW JERSEY. (No cash, please)

Mail to: NJ Division of Revenue, PO Box 308, Trenton, NJ 08625